



**JAGAT GURU NANAK DEV
PUNJAB STATE OPEN UNIVERSITY, PATIALA**

A State University Established by Govt. of Punjab vide Act No. 19
of 2019 and Approved Under section 2(f) of UGC

QUOTATION NOTICE

(For Quotation No. **PSOU/S&P/268** Dated **30/9/25**)

Sealed Quotations are invited for the purchase of one year subscription of Adobe Creative cloud(all applications) upto 13.10.2025 (02:00 P.M.) as per prescribed format given below duly signed and stamped by the vendor through registered Post/Courier/Speed post.

Annexure-A

Sr.No.	Description	Unit	Rate per Item (including all taxes)
1	Product: Adobe Creative Cloud Licence: Subscription Based (Single License) Time: 1 year Plan: for education, per named user licence	1	

It is certified that the instructions, terms and conditions of the Quotation Notice are acceptable and the rates of the items in Annexure-A quoted by me are correct and rates will be valid for 60 days.

1 Name of Quotationer _____

2 Name of Firm/Agency _____

3 Address of Firm/Agency _____

4 PAN No. _____

5 GST No. (Mandatory) _____

6 Mobile No. & E-mail Id _____

7. We have not been debarred by any Govt.Dept./Agency of the state.

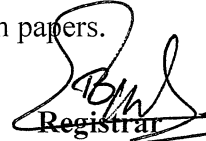
Signature of Quotationer

with seal/stamp

Terms and Conditions

1. The sealed quotations in all respects must reach to the Registrar, Jagat Guru Nanak Dev Punjab State Open University, Patiala on or before **13.10.2025 upto 02:00 PM** through registered post/Courier/Speed Post.
2. The bidder shall strictly abide by the time schedule given by university for delivery of the Items as per work order.
3. Validity of the price is 60 days from the date of opening of quotation.
4. Selected firms are strictly prohibited for subletting the assigned work/work order.
5. Incomplete and conditional Quotation will not be accepted.
6. The Registrar, Jagat Guru Nanak Dev Punjab State Open University, Patiala reserves the right to cancel the bid without assigning any reason.
7. Copy of Pan Card & GSTN must be attached.
8. Payment shall be made in Indian rupees on Final acceptance & after verification by the specified consignees and their issue of clearance & acceptance certificates to the satisfaction of the authority.
9. If the material is not delivered on or before the due date the competent authority will have the right to deduct 2% of the total bill for every week default, no extension time will be permitted. The decision of the University shall be binding on the bidder in this regard.
10. TDS is applicable as per Income tax rules.
11. Quotations will be opened on **14.10.2025 at 11:00 AM** in the committee room of the University i.e. Jagat Guru Nanak Dev Punjab State Open University 28-C Lower Mall Patiala. The firm or its representative can attend the opening of the quotation. In case of holiday, the Quotations will be opened on next working day.
12. The rates should be F.O.R. and should include excise duty, sales tax, freight charges, GST and other taxes rates in respect of the supplies. The University shall not be liable to pay any tax, freight etc. Which has not been expressly stipulated in the quotation.
13. All disputes, differences, claims and demands arising under or pursuant to or touching the contract shall be referred to the sole arbitrator i.e, the Registrar JGND PSOU Patiala. The award of the sole arbitrator shall be final and binding on both the parties under the provisions of the Arbitration and Conciliation Act, 1996 or by statutory modification re-enactment thereof for the time being in force. Such arbitration shall be held at Patiala.

14. No advance payment will done for this quotation. Full payments shall be made to the seller after completing installation and commissioning of the product.
15. Your quotations may be accepted in part or whole.
16. The firm should not be debarred/blacklisted by any government department of the state.
17. The quotations not strictly in accordance with the above conditions are liable to be rejected without considerations.
18. The sealed quotation papers should be superscripted as "QUOTATION FOR PURCAHSE OF ADOBE CRETIVE CLOUD" on the top of the envelop carrying quotation papers.


Registrar

30/09/25/